



# CITY OF LODI

## COUNCIL COMMUNICATION

AGENDA TITLE: Adopt Resolution Authorizing the Purchase of a Digital Duplicator Machine from Riso Products of Sacramento (\$10,422.13)

MEETING DATE: November 7, 2001

PREPARED BY: Parks and Recreation Director

RECOMMENDED ACTION: That the City Council adopt the attached resolution authorizing the purchase of a digital duplicator machine from Riso Products of Sacramento in the amount of \$10,422.13

BACKGROUND INFORMATION: The 2001-2003 Financial Plan and Budget approves the replacement of the duplicator machine located in the Parks and Recreation Department. The existing machine was purchased in October 1993 and currently has over 3 million copies on it.

The Riso GR 3770 duplicating machine is designed for high volume print runs, costs less per copy than a copier, and saves on the wear and tear of the copier machine. It runs at speeds up to 120 copies per minute and depending on the size of the print run, costs less than one cent per copy.

The Lodi City Code Section 3.20.070 provides for the dispensation of bidding "when the City Council determines that the ... method of purchase would be in the best interest of the City." Staff is recommending the dispensation of bidding due to the following:

- Riso Products of Sacramento currently has a promotional program whereby the \$20,245 retail price of the machine is discounted by \$6,000.
- Riso Products of Sacramento currently has a promotional program whereby they will give the City a double trade-in value of \$5,000 for the existing machine (original price of current machine was \$6,959).
- Current printing products in stock will be traded dollar for dollar.

Included in the purchase price is a one-year parts and labor maintenance contract. The existing machine will be traded in. Total for the machine, one color drum, and taxes is \$10,422.13.

FUNDING: 2001/03 Equipment Replacement Fund: \$10,000.00  
2001/02 Recreation Division Operating Budget: \$ 422.13

Funding Available:

Wally Mathis  
Finance Director

Roger Baltz  
Roger Baltz  
Parks and Recreation Director

Prepared by Susan Bjork, Administrative Secretary

cc: City Attorney

APPROVED: \_\_\_\_\_

H. Dixon Flynn  
H. Dixon Flynn -- City Manager

10/30/01

RESOLUTION NO. 2001-248

A RESOLUTION OF THE LODI CITY COUNCIL AUTHORIZING  
THE PURCHASE OF A DIGITAL DUPLICATOR MACHINE FOR  
THE PARKS & RECREATION DEPARTMENT

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WHEREAS, Lodi Municipal Code §3.20.070 authorizes dispensing with bids for purchases of supplies, services, or equipment when it is in the best interest of the City to do so; and

WHEREAS, the 2001-2003 Financial Plan and Budget approves the replacement of the duplicator machine located in the Parks and Recreation Department; and

WHEREAS, the existing machine was purchased in October 1993 and currently has ran over 3 million copies; and

WHEREAS, the Riso GR 3770 duplicating machine is designed for high volume print runs, costs less per copy than a copier, and saves on the wear and tear of the copier machine; and

WHEREAS, staff recommends purchasing the digital duplicator machine from Riso Products, of Sacramento, California, in the amount of \$10,422.13, which includes a one-year parts and labor maintenance contract, one color drum, and taxes, for the following reasons:

- 1) Riso Products of Sacramento currently has a promotional program whereby the \$20,245.00 retail price of the machine is discounted by \$6,000.00; and
- 2) Riso Products of Sacramento also has an additional promotional program whereby it will give the City a double trade-in value of \$5,000.00 for the existing machine; and
- 3) Current printing products in stock will be traded dollar for dollar.

NOW, THEREFORE, BE IT RESOLVED, that the Lodi City Council hereby authorizes the purchase of a Riso GR 3770 digital duplicator machine from Riso Products, of Sacramento, in the amount of \$10,422.13.

Dated: November 7, 2001

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I hereby certify that Resolution No. 2001-248 was passed and adopted by the City Council of the City of Lodi in a regular meeting held November 7, 2001, by the following vote:

AYES: COUNCIL MEMBERS – Howard, Land, Pennino and Mayor Nakanishi

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – Hitchcock

ABSTAIN: COUNCIL MEMBERS – None

  
SUSAN J. BLACKSTON  
City Clerk